

# BetterLiving™

## Community Bed

### USER GUIDE



novis



# Overview

The BetterLiving Community Bed by Novis offers the practical convenience of a nursing bed coupled with design simplicity.

Ideal for aged care or home environments, the electronically controlled bed folds for transport or storage. A range of standard features and optional accessories ensure the bed adapts to every user requirement.

## Standard Features

- Electrically adjustable 4 part profiling bed
- Easy use hand controller with multiple positioning options
- In-built mattress extension
- Removable bed ends
- Folds for transport and storage
- Safe Working Load (SWL) 220 kilograms
- Range of optional accessories

## Optional Accessories

Accessories not described in this manual should not be used with this bed.

- Side Rail, Three Quarter Length, Pair
- Side Rails, Full Length, Pair
- Self Help Pole
- IV Pole
- Transport Bracket
- Grab Bar

Novis Healthcare has a policy of continuous product improvement and reserves the right to amend specifications presented in this guide. Information correct at time of production (February 2018).

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## Important Notice

Before operating this medical equipment, it is important to read this manual and understand the operating instructions and safety precautions. Failure to do so could result in patient injury and/or damage to the product.

Therapeutic devices and/or medical equipment should only be used in accordance with manufacturer's instructions and under the consent, supervision and management of a suitably qualified health professional.

## Definitions of Symbols Used

The following symbols may appear in this manual, on the product or on its accessories.

 Important information

 Caution

 Electrical hazard

 Infection control

 Do not...

 Type B Applied Part



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# Safety Precautions

## Intended Use

- The bed is for indoor use only and not intended for children under 12 years of age.
- Before using the bed, it is recommended a risk assessment should be performed. This should include but not limited to:
  - Risk of trapping or pinching
  - Risk of patient slipping between mattress and side rails
  - Any limitations of patient's ability to correctly operate the bed
- It is important this User Guide is read and understood in its entirety prior to setting up and operating the bed.

## Safe Working Load



The Community Bed is approved for a maximum safe working load (SWL) of 220 kilograms, including patient, mattress and bedding, and all bed accessories. Do not exceed this safe working load or you risk injury to the patient or carer, or damage to the product.

- ⚠ A maximum patient weight of 180 kilograms is typically recommended, to allow for bed accessories and bedding.

## In General

- ⊗ Do not attempt to use this bed as a patient transport device – ensure bed castors are locked when nursing or positioning a patient.
- ⚠ Ensure patient is comfortable and not at risk of injury before activating the actuators and profiling the bed. If entrapment is a risk then bed is best left in a flat position.
- ⓘ Bed is best left in lowest position whilst patient is unattended to minimise risk of injury through falls.
- ⚠ Ensure all parts of a patient's body are kept away from all moving parts of the bed frame.
- ⓘ It is the responsibility of the caregiver to take the necessary precautions to ensure the safety of the patient. This includes, but is not limited to, the appropriate use of side rails to prevent falls and/or patient entrapment.
- ⓘ The bed frame supports a recommended maximum mattress dimension of:
  - 865 mm wide
  - 1960 mm long
  - 170 mm high
  - (bed not extended)*
- ⚠ Placing an incorrectly sized mattress on the bed frame will interfere in the operation of the bed and/or may result in patient injury.



-  Ensure that bed frames and parts are kept clean at all times. Wipe down with an antibacterial solution to avoid risk of patient contamination from any bacterial buildup on bed components.
-  Make sure all cables and any detachable parts are fixed or secured correctly to prevent damage from getting caught in moving parts of the bed.
-  Only plug into a grounded power receptacle and ensure there is no damage to power cord or attachment to the main actuation module.
-  Exposure of electronic components to any liquid may result in a severe electrical hazard.
-  Ensure that power plug is disconnected from the power supply and all cords are wound around their hooks prior to transporting the bed.
-  The actuators are precision electronic products. Use care when handling or transporting. Dropping, or other sudden impacts, may result in damage to these units.
-  **Do not open actuator module** – risk of electric shock. Do not attempt to repair or service the Actuation Modules. Repairs and service should be conducted by Novis Healthcare nominated Service Centres. If the actuators are not functioning properly or have been damaged, unplug the unit and take it out of service immediately. Contact your point of purchase for repair and service information.
-  Do not place any objects/items, such as blankets, on or over the actuator arms or joints. This could result in damage.
-  The power cord to the main actuation unit under the bed should be positioned to avoid a tripping hazard and/or damage to the cord. Novis Healthcare recommends placing the cord under the bed frame and attaching it to an electrical outlet by the head of the bed. A clip is provided on the base frame at the head end to guide and/or store the excess power cord above the floor.
-  Maximum continuous operation of the actuator motor is 2 minutes at maximum load; it must be followed by a minimum of 18 minutes rest period before use to minimise damage.
-  This bed is designed for medical purposes only. Any electrical installation must comply with your local statutory and safety regulation requirements.



# Assembly and Set Up



Please refer to Parts List [page 21] for suitable accessories and spare parts.

\* non-extended length



The BetterLiving Community Bed is delivered packaged in two boxes.

Before commencing assembly and setup, please check all components are present and not damaged.



Dispose of all packaging in an environmentally responsible manner, in accordance with local regulations

## Box 1 of 2

Bed frame – upper section

Bed frame – lower section

Length extension tray

Control box

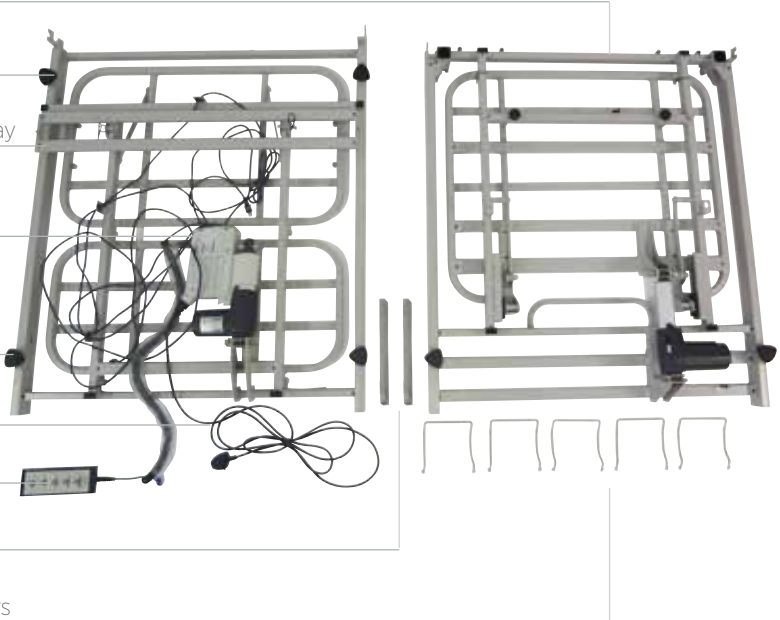
6 x hand screws knobs

Power cord

Hand controller

2 x connection rods


5 x mattress retainers



## Box 2 of 2

2 x frame ends with actuators, castors and locking pins



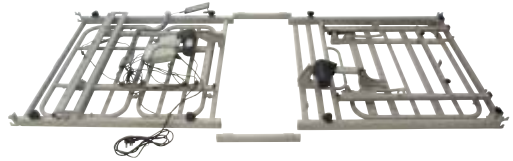
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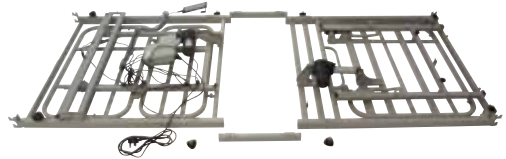
# Assembly and Set Up

## Assemble Mattress Platform

- 1 Place both bed frames on floor with Actuators and Hand Screw Knobs facing upwards and frame joining slots (identified as open holes, not hooks) facing each other.



- 2 Remove all four Hand Screw Knobs at frame joining slots.



- 3 Insert two Connection Rods into one of the bed frames (left side and right side) and visually align grooves in connecting rod with the hand screw hole.



- 4 Insert hand screws and tighten to secure connecting rods (on the left side and the right side).



- 5 Push Bed Frame sections together, then insert and tighten remaining two Screw Knobs (left side and right side).



- 6 Ensure Bed Extension is not extended: Check that the extension bar on the lower section bed frame (identified by Foot End label) is fully inserted on both sides; a locking button will be visible when Length Extension Bars are correctly locked in position. Tighten Hand Screw Knobs to secure.







## Assemble Bed End to Mattress Platform

**7** Turn frame upside down, so actuators are facing downwards.

**⚠** Two people will be required to flip frame

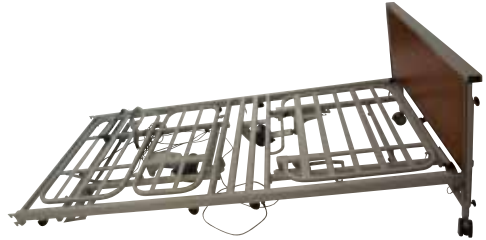
**8** Place a Bed End near the corresponding Bed Frame End.

**⚠** Bed ends are interchangeable, but the mattress platform has head and foot symbol labels to assist staff with identification.



Apply the brakes on the Castors (see page 11 for more details).

**9** With a person either side of the frame, lift the frame up and feed the hooks on the frame into the slots on the ends.



**10** Check/align holes in join points (of the base and the end) and push locking pins through holes on both sides of bed end to secure.



**11** Repeat at the other end.

**⚠** All 4 locking pins must be securely fitted through their corresponding holes.



**12** Unstrap all black rubber straps to release mattress platform sections from bed frame.

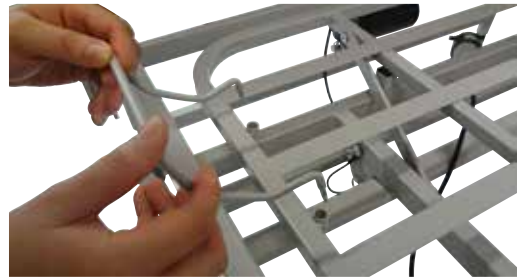
**⚠** Failure to release rubber straps before operating platform can result in damage.





## Assembly and Set Up

- 13** Insert five mattress retainers into holes in mattress platforms.



### Cabling

- 14** Connect actuator cables to respective numbered actuators:
- a** Backrest Actuator and cable is labelled "1".
  - b** Foot End Actuator and cable is labelled "2"
  - c** *Kneed break actuator "3" already connected*
  - d** Head Bed End Actuator and cable is labelled "4"



- 15** Feed actuator cables through cable grommets located under the mattress platform.

Rotate cable grommet to its closed position to secure.



- 16** Securely tie all loose cables to minimise damage and trip hazard. Take care to allow sufficient slack so there is no undue tension and cables are free from any moving parts of the bed during normal use. Bed assembly is complete.

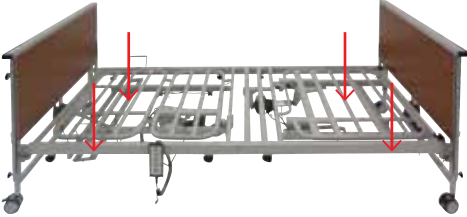




## 17 Pre-operation checklist

Before operating the bed, please check:

- All black rubber straps have been released for mattress platform to move freely.



- All cables have been securely and correctly connected.
- All locking pins and buttons have been securely fitted in the correct position.
- All hand knob screws are securely fastened.
- All castors are in locked position and there are no obstructions that may affect movement of the bed.
- Risk assessment has been completed and User Guide is read and understood in its entirety.

## 18 Mattress may now be placed on bed

Unlock all castors and move bed into position.

To lock castors press down on the lower tab with your foot



To unlock, press the upper tab with your foot.

## 19 Plug power cord into mains power.

- ⚠ Ensure power cord is secured as required to minimise potential trip hazard.



# Operation

## Hand controller operation

- ⚠** When raising or lowering the bed, ensure that no person or any part of a person is under the bed. Failure to do so could result in serious injuries.
- ⚠** Keep limbs clear of all moving parts of bed during operation.

"Function" indicator

Each function has a "Raise" button

Each function has a "Lower" Button

Each function can be locked individually to prevent them being used by the patient

Hand Controller lock out key

Each function on the hand controller can be locked out individually using the key.

- Simply insert the 'teeth' of the key into the slot and turn gently (anti-clockwise to unlock, clockwise to lock)
- Colour dot will illustrate which function is locked or unlocked
- Lockout key should only be turned from "12 o'clock" to "2 o'clock" to position

- ⚠** Store the key separately from the hand controller to avoid accidental activation of unwanted functions.





**⚠** Before adjusting the height of the bed ensure there is nothing to obstruct the movement of the bed and ensure that cables won't become pinched or be stretched.

To raise the backrest section	To lower the backrest section
To raise the knee break section	To lower the knee break section
To raise the Auto-Contour*	To lower the Auto-Contour
To raise the bed height	To lower the bed height
Reverse Trendelenburg	Trendelenburg

**⚠** Use of the Trendelenburg or Reverse Trendelenburg function may require the castor brakes to be taken off one end of the bed as this function slightly changes the footprint of the bed. Ensure that the castor brakes are reapplied when the function is no longer required.

**i** \* Auto-contour adjustment allows for the simultaneous adjustment of both the backrest and knee-break sections.



## Bed Extension

**⚠** Bed extension must be extended by the full 200 mm – partial extension is not possible and is unsafe.

- 1** Lock the two castors at head bed end and unlock the two castors at foot bed end.
- 2** Loosen (but do not remove) two hand screw knobs at both sides of the foot bed end.  
  
Depress locking buttons located on both length extension bars to disengage the lock.

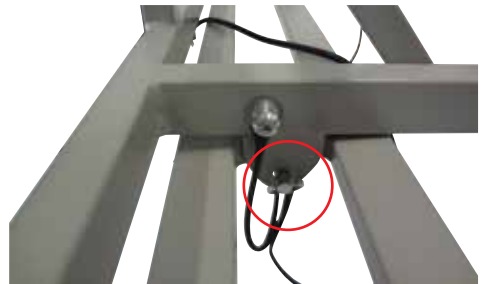


- 3** Carefully pull foot bed end in parallel away from centre of bed until two audible (locking button) clicks can be heard. The head of each locking button should be visible from the bed frame

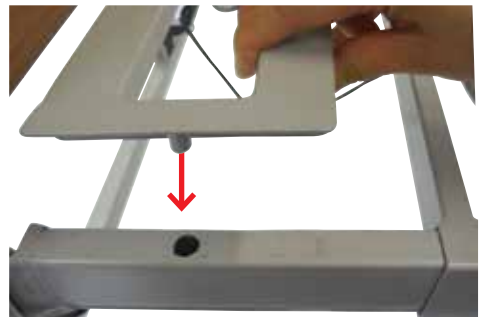


Re-tighten two hand screw knobs.

- 4** Remove the extension tray from its storage location under mattress platform foot section by pushing two locking pins out.




- 5** Place extension tray in the extended space by inserting locating pins in matching slots on the bed frame.



## Reducing the bed frame

Follow the above instructions in reverse.

 Only approved bed accessories listed in Parts List should be used with the bed unless otherwise specified by Novis Healthcare.



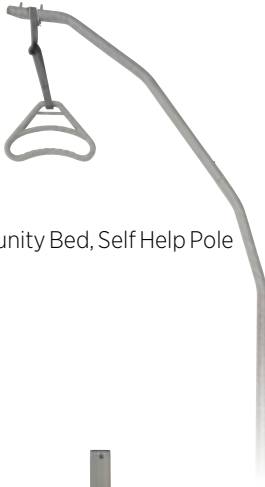
BetterLiving Community Bed,  
Side Rail, Three Quarter Length, Pair

BE6003



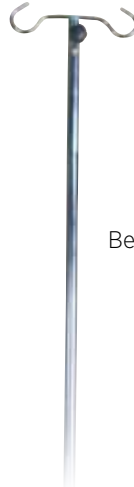
BetterLiving Community Bed,  
Side Rails, Full Length, Pair

BE6004



BetterLiving Community Bed, Self Help Pole

BE7003



BetterLiving Community Bed, IV Pole

BE8003



BetterLiving Community Bed, Transport  
Bracket with hand screw knob, Pair

Note, brackets are not identical.

BE4017



BetterLiving Community Bed,  
Grab Bar

BE9002

For further information and instructions of use, please refer to associated Set Up Guides.



Please contact Novis Healthcare for other accessories and products that are compatible with the bed.



# Disassembly

Prepare the bed for disassembly by removing the mattress and all other accessories attached to the bed (side rails, self help pole etc).

Bed length extension **must** be disengaged **before** disassembly.  
Refer to Operation, Bed Extension (page 14) for further instructions.

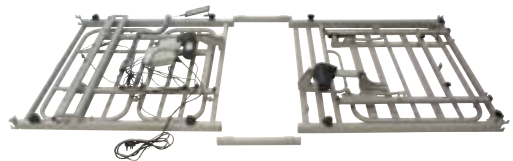
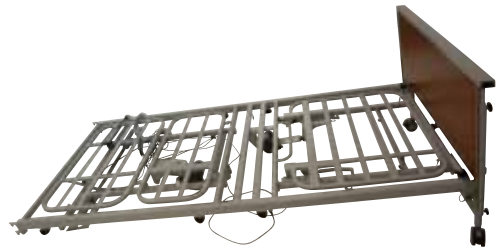
## Separate Bed Ends

- 1 Ensure all four castors are locked to prevent accidental movement. Lower the bed to its lowest height and disconnect power cable from mains power supply.
- 2 Disconnect actuator cables labelled 1, 2, and 4.
- 3 Release head bed end and backrest actuator cables through cable grommets. This can be done by rotating cable grommet to its opening position.
- 4 Secure mattress sections by strapping with black rubber band.
- 5 Push locking pins out on both sides of head bed end to separate from bed frame. Then gently lift bed frame off slots in the head bed end. Repeat the same for foot bed end.



## Separate Mattress Platform Sections

- 6 Loosen (but do not remove) four hand screw knobs (two on each side) at the centre joining the head and foot section of the mattress platform.
- 7 Slide the head and foot sections gently apart. Remove the two connection rods.
- 8 Securely tie off any loose cables such as actuator, power and hand controller to minimise damage and trip hazard.  
Bed is now disassembled for storage or transportation.







## Transport Bracket

**⚠** Optional accessory “transport bracket” is recommended to safely transport the Community Bed.

The practical, compact and secure method to transport the bed is utilising the optional transport bracket accessory.

Detailed usage instructions are provided with the bracket.

## Storage

When not in use, bed should be stored in a dry, clean environment with a cover to protect from dust and contamination.

Refer to storage environment in Technical Specifications section (page 20).

Disconnect from power when not in use








# Troubleshooting

PROBLEM	POSSIBLE CAUSES	SOLUTION
Hand controller does not function	Mains power not connected	Check mains power cable is connected to Control Box
	Hand Controller is not connected properly to Control Box	Check hand controller plug is firmly connected to Control Box
Corresponding actuator does not respond when button is pressed on the hand controller	Incorrect or loose actuator cable connection	Check plug connection is firm and to the correct per this User Guide
	The function is locked out	Unlock the function using the Hand Controller Lock Out Key
	Faulty actuator	Contact Novis Healthcare or its authorised agent
Movement in one direction only or unexpected operation when a button is pressed on Hand Controller	Connectors are not connected to the correct sockets	Check connections as per Assembly-Setup of this User Guide
	Faulty hand controller or control box	Contact Novis Healthcare or its authorised agent.
Movement stops after only a short period of time	Too much weight/ load on the bed	Reduce the weight/ load on bed
Movement stop immediately after actuators are used continuously for longer period of time	Safety circuit breaker in the transformer activated to prevent damage to system	Allow system to cool down for 20-30 minutes.



- Switch off and remove the power connection from the mains prior to cleaning.
- Remove the main actuation module from under the bed base and cover all exposed connectors.
- Hand clean the community bed using hand spray and wipe methods only. Novis recommends use of officially recognised disinfectants and mild cleaning solutions.
-  Do not use solvents or alkalines such as cellulose or acetone thinners.
-  Clean the main actuator unit separately ensuring no excessive amount of moisture is used and no liquids ingress the electronic or actuator openings.
- Bed, components and accessories should be dry before use.

Recommendations for service and maintenance procedures to be performed on bed and components at least annually:

- 1** Visual inspection for obvious wear and tear of frame and components.
  - 2** Noise and performance of all motors.
  - 3** Visual inspection of all cables, connectors and locking pins.
  - 4** Check performance of castors in rolling and locking.
  - 5** If fitted with side rails or other accessories, check attachment mechanism and movement.
  - 6** Visual inspection of power cord for any evidence of wear or damage.
  - 7** Lubricate any centres or channels of rotation in motors and support parts.
-  Contact Novis for technical support and servicing options.

## Disposal




Product should be reused where possible.

Dispose of Bed, components and accessories according to local procedures and regulations.




# Technical Specifications

BED FRAME	SAFE WORKING LOAD	220 kg
	MAXIMUM PATIENT LOAD	180 kg
	OVERALL BED FRAME DIMENSIONS	2370 x 995 mm
	OVERALL BED FRAME DIMENSIONS (EXTENDED)	2350 x 995 mm
	MATTRESS PLATFORM DIMENSION	2000 x 880 mm
	MATTRESS PLATFORM HEAD SECTION WEIGHT	23.5 kg includes actuator
	MATTRESS PLATFORM FOOT SECTION WEIGHT	23.5 kg includes actuator & control box
	BED END (HEAD) WEIGHT	13.5 kg
	BED END (FOOT) WEIGHT	13.5 kg
	TOTAL BED FRAME WEIGHT (EX ACCESSORIES)	74 kg
	ADJUSTABLE HEIGHT RANGE	330 to 730 mm
	UPPER BODY-BACKREST PROFILING	70° max
	LOWER BODY-KNEE BEND PROFILING	32° max
	TRENDELENBURG	10° max
REVERSE TRENDELENBURG	10° max	
ELECTRICAL	INPUT VOLTAGE	230 V ~ +/- 10%V, 50-60Hz
	MAXIMUM CURRENT	5A
	PROTECTION CLASS	IPX4 (Control Box and Actuator)
	INSULATION CLASS	 III – Patient not separated from ground or chassis
	INTERMITTENT OPERATION	2 minutes on, 18 minutes off
	CONTROL BOX	Linak CB6 Series, Class 1
		Linak LA27 Series Linear Actuators
	ELECTRIC ACTUATOR	
	PULL FORCE	Maximum 4000 N
	PUSH FORCE	Maximum 8000 N
	SPEED AT MAX LOAD	Average 38 mm/s; Minimum 27 mm/s
COMPLIANCE	IEC 60601-1: 2005 +A1: 2012 [Medical Electrical Equipment Part 1]	
	IEC 61000-3: 2008 <i>and</i>	
	IEC 61000-4: 2009 [EMC Electromagnetic compatibility]	
	CISPR 11: 2004+A2: 2006, Group 1 Class B [EMC Electromagnetic compatibility]	
IEC 60601-2-52: 2012 [Medical Beds Safety and Essential Performance]		



ENVIRONMENTAL CONDITIONS	SOUND LEVEL DURING ADJUSTMENT		Maximum 50 dB
	OPERATING ENVIRONMENT	TEMPERATURE	10°C to 40°C
		RELATIVE HUMIDITY	20% to 60%
		AIR PRESSURE	70 kPa to 106 kPa
	STORAGE ENVIRONMENT	TEMPERATURE	5° to 50°C
		RELATIVE HUMIDITY	50% to 70%

	CODE	DESCRIPTION
SYSTEM	BE1005	BetterLiving Community Bed
ACCESSORY	BE6003	BetterLiving Community Bed, Side Rail, Three Quarter Length, Pair
	BE6004	BetterLiving Community Bed, Side Rails, Full Length, Pair
	BE7003	BetterLiving Community Bed, Self Help Pole
	BE4017	BetterLiving Community Bed, Transport Bracket, Pair
	BE8003	BetterLiving Community Bed, IV Pole
	BE9002	BetterLiving Community Bed, Grab Bar
	SPARE PART	BE4001
BE4002		BetterLiving Community Bed, Hand Controller with Lockout Key
BE4003		BetterLiving Community Bed, Control Box
BE4004		BetterLiving Community Bed, Backrest Actuator
BE4006		BetterLiving Community Bed, Castor 75 mm
BE4009		BetterLiving Community Bed, Metal Mattress Retainer, Pair
BE4020		BetterLiving Community Bed, Hand Controller Lockout Key
BE4038		BetterLiving Community Bed, Knee bend Actuator

 Contact Novis for a more comprehensive Spare Parts list



### This warranty is provided by

Novis Healthcare (ABN 45 102 735 491)  
of Unit 11, 12 Mars Road Lane Cove  
2066 New South Wales Australia.



### Australian Consumer Law

Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or may be entitled to a refund for a major failure and compensation for any other reasonable foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be acceptable quality and the failure does not amount to a major failure. Where a failure does not amount to a major failure Novis Healthcare is entitled to choose between providing you with a repair, replacement or refund. To obtain compensation, you would need to provide documentary evidence of the loss or damage suffered and documentary evidence that such loss or damage was a reasonable foreseeable consequence of a failure by Novis Healthcare to comply with a consumer guarantee under the Australian Consumer Law.

At our option:

- goods repaired may be replaced by refurbished goods of the same type rather than being repaired
- refurbished parts may be used to repair goods

### Product Warranty

In addition to all rights and remedies which you may be entitled to under the Competition and Consumer Act 2010 (Commonwealth) and any other relevant legislation, Novis Healthcare warrants this product to be free of defects in materials and workmanship for a period of 12 months (unless otherwise stated), commencing from the date of purchase

Subject to the provisions of the Australian Consumer Law, Novis Healthcare excludes, to the fullest extent permitted by law, all liability in respect of loss of profit or other economic loss, direct or indirect or consequential, special, general or other damages or other expenses or costs which may include negligence.



## Warranty to be written by Greg

### Warranty Claims

To claim under this warranty, please contact Novis Healthcare and have your receipt or proof of purchase available. Novis Healthcare may need to assess the defect before determining any claim, and additional information may be requested to process your claim.

Any expenses incurred relating to the return of the defective product to Novis Healthcare will be borne by us. We will then, at our discretion, either repair or replace the product, or refund your money and take back the product.

Warranty repairs do not extend the length of the warranty period.

### Limited Liabilities

Our liability under this manufacturer's warranty is subject to us being satisfied that a defect was caused by faulty parts, manufacture or workmanship, and was not caused or substantially contributed to by other factors or circumstances beyond our control, including (but not limited to) defective installation, maintenance or repair, product modification or alteration, any neglect, misuse, or excessive use, normal wear and tear or failure to follow manufacturer's instructions.

The benefits conferred by this manufacturer's warranty are in addition to all rights and remedies conveyed by the Competition and Consumer Act 2010 (Commonwealth), and any other statutory rights to which you may already be entitled, and this warrant does not exclude, restrict or modify such rights or remedies that are implied by law.

### Mail To

Novis Healthcare Service Centre:  
Unit 12, 12 Mars Road Lane Cove NSW 2066

For more information please contact us on 1300 738 885, email [novis@novis.com.au](mailto:novis@novis.com.au) or visit [www.novis.com.au](http://www.novis.com.au)



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Pressure care and patient handling specialists

[novis.com.au](http://novis.com.au) / 1300 738 885